

**State of Minnesota**

**District Court**

County \_\_\_\_\_

Judicial District: \_\_\_\_\_  
Court File Number: \_\_\_\_\_  
Case Type: Juvenile

**In the Matter of the Welfare of the Child(ren) of:**

**Notice that Child Was Returned to the Care of the Child’s Parent or Legal Custodian or Notice of Change of Foster Care Location**

\_\_\_\_\_  
 Parent     Legal Custodian  
\_\_\_\_\_  
 Parent     Legal Custodian

**To: Court Administrator, Parties, and Attorneys**

\_\_\_\_\_  
(Name)  
\_\_\_\_\_  
(Street Address)  
\_\_\_\_\_  
(City, State, Zip code)

**RETURN HOME:** You are hereby notified that on \_\_\_\_\_ (date), as authorized in the court order dated \_\_\_\_\_, the child(ren) named \_\_\_\_\_ was/were returned to the home of \_\_\_\_\_ (name of mother, father, legal custodian), who is the child(ren)’s \_\_\_\_\_ (mother, father, legal custodian), whose address is \_\_\_\_\_ (street address, city, state).

**OR**

**CHANGE IN FOSTER CARE LOCATION:** You are hereby notified that on \_\_\_\_\_ (date) the child(ren) named \_\_\_\_\_ was/were moved to the following foster care location: \_\_\_\_\_ (name of foster home) located at \_\_\_\_\_ (street address, city, state).

**Notice Required:**

- Rule 30.12 of the Rules of Juvenile Protection Procedure requires that, if the parent or legal custodian complies with the conditions of the court order and the child is returned home, including under protective supervision or trial home visit, the county attorney shall immediately file with the court and serve upon all parties a notice stating the date the child was returned home.
- Notice should also be provided if the child is moved from one foster care location to another foster care location.
- Notice of the child’s return home is intended to ensure that the judge and parties are aware of the parent’s progress and compliance with court orders.
- Notice of the child’s return home or to another foster care location is also intended to ensure that client contact by attorneys and guardians ad litem may continue.
- Notice of the child’s return home or to another foster care location is also intended to inform the court administrator of the child’s location so that written notice of future hearings may be served upon the child and foster parent as required under Rule 32.04.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Assistant County Attorney  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Attorney ID No.: \_\_\_\_\_

## Change of Location form in the Social Services Information System (SSIS)

Court hearings are used to review the status and determine the permanent placement of children who have been placed in out-of-home care, including foster care. To ensure the Court receives up-to-date information about the whereabouts of children in out-of-home care, and to ensure that foster parents receive notice of all court proceeding regarding children in their care, notices to the Court of a change in the location in which a child is in out-of-home care is vital.

The document template is available in SSIS and is accessible through the Chronology folder as a Document: Notice that Child was returned to the Care of the child's parent or legal custodian or Notice of Change of Foster Care Location.

### Document Search for Change of Location Form

Searches:  Search on open

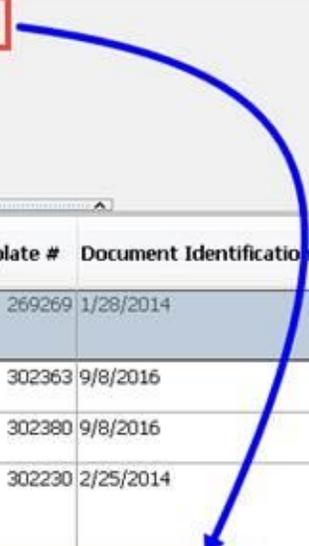
Group type: State Category: Report to the Court

Name:

Format:

Document identification:

Template Name	Format Type	Group	Category	Format	Document Template #	Document Identification
Certification of Distribution - Social Worker Court Report	RTF	State	Report to the Court	Forms	269269	1/28/2014
Confidential Document Cover Sheet Form 11.3	RTF	State	Report to the Court	Forms	302363	9/8/2016
Confidential Information Form 11.4	RTF	State	Report to the Court	Forms	302380	9/8/2016
Notice of Required Court Report - Child in Voluntary Placement Due Solely to Child's Disability	RTF	State	Report to the Court	Forms	302230	2/25/2014
Notice that Child Was Returned to the Care of the Child's Parent or Legal Custodian	RTF	State	Report to the Court	Letters	272212	2/20/2014
Report to the Court - Child in Out-of-Home Placement	RTF	State	Report to the Court	Forms	301550	4/7/2016
Report to the Court - Child Not in Out-of-Home	RTF	State	Report to the Court	Forms	287314	5/19/2015



**Form Change of Location Form document, opened with the editor**

SSIS Editor

File Home Insert Page Layout Mail Merge View Review References Design Layout

Open Save Save As Quick Print Print Print Undo Redo

Common

Table Tools

State of Minnesota District Court

County: <<DOCUMENT.AGENCY.COUNTY\_OR\_TRI  
BE\_OR\_REGION>>

Judicial District: \_\_\_\_\_  
Court File Number: \_\_\_\_\_  
Case Type: Juvenile

**In the Matter of the Welfare of the Child(ren) of:**

<<DOCUMENT.WORKGROU.PARENT\_1.FIRST\_NAME\_  
LAST\_NAME>> \_\_\_\_\_  
 Parent  Legal Custodian

<<DOCUMENT.WORKGROU.PARENT\_2.FIRST\_NAME\_  
LAST\_NAME>> \_\_\_\_\_  
 Parent  Legal Custodian

**Notice that Child Was Returned to the Care of the Child's Parent or Legal Custodian or Notice of Change of Foster Care Location**

**To: Court Administrator, Parties, and Attorneys**

\_\_\_\_\_  
(Name)  
\_\_\_\_\_  
(Street Address)  
\_\_\_\_\_  
(City, State, Zip code)

**RETURN HOME:** You are hereby notified that on [MM/DD/YYYY], as authorized in the court